


PRIVACY POLICY

Policy number	047	Version	1
Drafted by	Chair/Secretary	Approved by Board on	20 June 2018
Approved by	 Mark Smith Executive Director	Scheduled review date	31 December 2019

INTRODUCTION

The Board of MusicNT is committed to reaching a speedy and just resolution of any disputes or grievances that may arise and that may threaten the harmonious functioning of the Board.

PURPOSE

This policy is designed to set out the process for resolution of disputes or grievances between Board Members that are unable to be resolved through respectful debate in Board meetings.

POLICY

MusicNT collects and administers a range of personal information for the purposes of providing members with information regarding you opportunities or services or to answer or forward any requests or enquiries. The organisation is committed to protecting the privacy of personal information it collects, holds and administers.

MusicNT recognises the essential right of individuals to have their information administered in ways which they would reasonably expect – protected on one hand, and made accessible to them on the other. These privacy values are reflected in and supported by our core values and philosophies and also reflected in our Privacy Policy, which is compliant with the Privacy Act 1988 (Cth).

MusicNT is bound by laws which impose specific obligations when it comes to handling information. The organisation has adopted the following principles contained as minimum standards in relation to handling personal information.

MusicNT will:

- Collect only information which the organisation requires for its primary function;
- Ensure that stakeholders are informed as to why we collect the information and how we administer the information gathered;
- Use and disclose personal information only for our primary functions or a directly related purpose, or for another purpose with the person’s consent;
- Store personal information securely, protecting it from unauthorised access; and
- Provide stakeholders with access to their own information and the right to seek its correction